



MEMORANDUM

TO: Superintendents, Transportation Departments, and Transportation Administrators

FROM: Pete Baxter, Director - Office of School Transportation

DATE: August 31, 2009

SUBJECT: Special Purpose Bus Driver Training

During the 2009 legislative session P.L. No. 146-2009 was passed, I.C. 20-27-8-10.5, requiring that there be training in place for all Special Purpose Bus Drivers; this training was to be available by no later than September 1, 2009. This memorandum is to inform you that the training information has been completed and is now available for use at <http://moodler.doe.in.gov/>.

The instructions to access the training are attached with this email. **Included in the training is a demographic survey where each person will be asked for their name and school district or organization so that a record of training completion can be transmitted to the local school district or organization if requested; please make sure you inform your personnel to complete the survey.** Each training segment must be viewed in its entirety and the quiz completed (4 out of 5 questions answered correctly) to receive credit for completing that section of training.

Two changes in current Indiana law are particularly important as you review the training provided for your special purpose bus drivers. Added during the most recent legislative session is a requirement for drivers of school buses and special purpose buses to complete a post-trip inspection to check for children left on the bus. The consequence of that check is that school districts are required to report any incidents of children being left on a school bus or special purpose bus. The Office of School Transportation highly recommends that you carefully review that statute, I.C. 9-21-12-19, and the training related to that subject (Post & Pre-Trip Inspection). The Indiana Legislature has also changed the law regarding railroad crossings that requires all school buses and special purposes to stop at every railroad crossing, I.C. 9-21-12-17. Under previous law drivers were not required to make a stop if there were no passengers.

Additionally, there is a PowerPoint for the district transportation departments and/or district administrators pertaining to numerous issues, suggestions, and recommendations that districts may want to consider in relation to the use of special purpose buses. That PowerPoint can be accessed at <http://www.doe.in.gov/safety/docs/2009-08-31-TransportationDirectors.ppt>.